



Memorandum

To: Honorable Mayor and Members of the City Council
CC: Members of Administration and Public Works Committee
From: Stefanie Levine, Senior Project Manager.
CC: Edgar Cano - Public Works Agency Director; Lara Biggs - City Engineer
Subject: Approval of an Agreement Award with Teska Associates for Consulting Services related to the Mason Park Expansion and Church/Dodge Transportation Improvement Project (RFQ 22-40)
Date: September 12, 2022

Recommended Action:

Staff recommends that City Council authorize the City Manager to execute an agreement with Teska Associates, Inc. (627 Grove Street, Evanston, Illinois 60201) for consulting services related to the Mason Park Expansion and Church/Dodge Transportation Improvement Project (RFQ 22-40) in the amount of \$168,654.

Funding Source:

Funding will be provided from Capital Improvement Fund 2021 General Obligation Bonds in the amount of \$30,000, and the West Evanston TIF in the amount of \$138,654. A detailed funding analysis is included in the attached memo

CARP:

Transportation & Mobility, Urban Canopy & Green Space

Council Action:

For Action

Summary:

Mason Park is an existing 5.2-acre City-owned park located south of Church Street between a former railroad right-of-way and Florence Avenue. The park has a number of existing improvements including a field house, several basketball courts, a children's playground, a baseball field, a soccer field, two tennis courts, pedestrian pathways, security lighting, and associated park furnishings. Mason Park also has a triangular-shaped section of undeveloped property which is south of Davis Street and east of the former railroad right-of-way.

In the late 1880s, a freight bypass called the Mayfair Cut-Off was constructed, heading southwest between Simpson Street/Green Bay Road in Evanston and the Mayfair Junction at roughly Sunnyside Avenue/Cicero Avenue in Chicago. Freight traffic utilized the Mayfair Cut-Off until the mid-1980s when the line was discontinued. After the closure, sections of the right-of-way in Evanston were subdivided into smaller parcels and sold privately. Unfortunately due to the former right-of-way's narrow and angular configuration, the patchwork of individual parcels created by these sales, and the presence of high-capacity overhead power transmission lines along the right-of-way, development along the corridor has been severely challenged. The result has created a series of largely unusable or underutilized properties and a persistent barrier separating neighborhoods that have grown up around this former right-of-way.

Among other issues, this barrier has created a significant safety concern for children east of the berm who are accessing the Evanston Township High School located to the west. Previously, the children would walk through a large storm drain that cut under the berm. When that was sealed several years ago, they began creating a pathway over the berm, cutting through the fencing to gain access. The lack of visibility and regular access by adults to this area contributes to this long-term safety issue.

In 2020, the City acquired three of the former right-of-way properties in the vicinity of Mason Park utilizing Cook County's No-Cash Bid Program. A fourth nearby property is currently being pursued under the same Cook County program. These acquisitions offer the City an opportunity to permanently resolve the connectivity and equity issues created by this legacy right-of-way by expanding Mason Park, reconnecting neighborhoods on either side of the former right-of-way, and improving non-motorized and motorized traffic flow.

In order to study and design these improvement opportunities, the City released a Request for Qualifications (RFQ) on April 28, 2022, for consulting services to perform the required landscape architectural and engineering work. As the precise scope of work for this improvement is yet to be determined, an RFQ process has been utilized for this procurement. The RFQ method allows the City to initially contract with the selected consultant for Phase 1A (Conceptual Design) services which include site evaluation, data collection, programming, conceptual design, and substantial community engagement. Once Phase 1A is completed, the City will then separately negotiate and return to the City Council for approval of Phase 1B (Preliminary Design), Phase 2 (Final Design), and Phase 3 (Construction Engineering) services under amendments to the original agreement.

The scope of work included in the project is as follows:

- Improve the safety of children accessing the Evanston Township High School and close a gap in the City's bike network by creating a pedestrian and bicycle pathway through the Mayfair right-of-way at Davis Street
- Improve pedestrian, bicycle and vehicle traffic at the east leg of the Dodge/Church intersection
- Investigate options for expansion of Mason Park through the development of the Mayfair right-of-way
- Investigate the cost and process for burying the overhead high-capacity power transmission lines along the Mayfair right-of-way

Analysis:

On April 28, 2022, this proposal was advertised. On May 24, 2022, qualification statements were received from the following four consulting firms:

Firm	Address
MKSK, Inc.	200 S. Meridian Street, Indianapolis, IN 46225
Ross Barney Architects	10 West Hubbard Street, Chicago, IL 60654
Terra Engineering	225 W. Ohio Street, 4 th Floor, Chicago, IL 60654
Teska Associates, Inc.	627 Grove Street, Evanston, IL 60201

The qualification statements were reviewed by the following staff:

- Lara Biggs, Capital Planning and Engineering Bureau Chief / City Engineer – Public Works Agency
- Michael Callahan, Assistant Director of Parks and Recreation – Parks and Recreation Department
- Edgar Cano, Interim Director of Public Works – Public Works Agency
- Stefanie Levine, Senior Project Manager – Public Works Agency
- Bridget Nash, Civil Engineer II – Public Works Agency
- Johanna Nyden, Director – Community Development Department
- Linda Thomas, Purchasing Specialist – Administrative Services Department
- Paul Zalmezak, Economic Development Manager – City Manager’s Office

Following the initial scoring, the selection committee interviewed the two highest ranked firms, MKSK, Inc. and Teska Associates, Inc. to confirm their understanding of the project and evaluate their overall expertise. Below is a chart indicating the revised scoring following the interviews.

Consultant	Firm Qualifications and Experience	Project Approach	Organization and Completeness of Proposal	Willingness to Execute City Contract	M/W/E/BE Participation	Interview	Total
Maximum Points	35	35	10	10	10	10	110
MKSK, Inc.	30	32	9	5	10	8	94
Teska Associates, Inc.	33	32	10	10	10	9	104

Of all of the respondents, Teska Associates, Inc. demonstrated the highest level of understanding regarding the project’s complexities and opportunities. Additionally, Teska and their partnering subconsultants have worked extensively and successfully with the City on past projects providing a high level of confidence in their ability to manage this challenging engagement. As a result, the selection committee recommends award to this firm.

Following the interviews and selection committee recommendation, staff met with Teska Associates, Inc. to establish a scope of work and fee for the Phase 1A services as noted above. After discussion and review with Teska Associates, Inc., staff recommends award for Phase 1A services to Teska Associates, Inc. in the amount of \$168,654.

A review of the project for compliance with the City's M/W/EBE program goals is attached.

Detailed Financial Analysis:

A breakdown of the funding is included in the table below.

Funding Source	Account	Remaining Budget	Project Cost
2021 G.O. Bonds (Mason Park Improvements)	415.40.4121.62145 – 522008	\$ 30,000	\$ 30,000
West Evanston TIF (Mason Park Improvements)	335.99.5870.65515 – 522008	\$ 100,000	\$ 100,000
West Evanston TIF (Additional Funding)	335.99.5870.65515 – 522008	\$ 38,654	\$ 38,654
Total			\$ 168,654

Attachments:

[RFQ 22-40 MWEBE Memo Mason Park Expansion](#)



Memorandum

To: Edgar Cano, Public Works Agency Director
 Lara Biggs, Capital Planning & Engineering Bureau Chief
 Stephanie Levine, Senior Project Manager

From: Tammi Nunez, Purchasing Manager

Subject: Mason Park Expansion and Church-Dodge Transportation Improvements, RFQ 22-40

Date: September 12, 2022

The goal of the Minority, Women and Evanston Business Enterprise Program (M/W/EBE) is to assist such businesses with opportunities to grow. In order to help ensure such growth, the City's goal is to have general contractors utilize M/W/EBEs to perform no less than 25% of the awarded contract.

With regard to the recommendation for the Mason Park Expansion and Church-Dodge Transportation Improvements, RFQ 22-40, Teska Associates total base bid is \$168,654 and they are found to be in compliance with the City's goal. They will receive credit for 69% M/W/EBE participation.

Name of M/W/EBE	Scope of Work	Contract Amount	%	MBE	WBE	EBE
Teska Associates 627 Grove St. Evanston, IL 60201	Landscape Architecture Public Engagement	\$68,760	41%			X
Christopher B. Burke Engineering 820 Davis St., #520 Evanston, IL 60201	Engineering	\$47,640	28%			X
Total M/W/EBE		\$116,400	69%			

CC: Hitesh Desai, Chief Financial Officer